

Planning Commission Minutes – February 2, 2022

PRESENT: Chairwoman Nancy Moore and Member(s): Ed Andrulonis, Joe Becker, David Volpe

ABSENT: Member Diane Bernardo

STAFF: Code Enforcement/Zoning Officer, Zac Lawhead; City Engineer/Public Works Director, Chris Nasuti; City Secretary, Bobbie Shaffer; City Manager, John "Herm" Suplizio

The meeting was called to order at 4:15 p.m. by Planning Commission Chairwoman, Nancy Moore.

ELECTION OF OFFICERS

Appoint Chairperson

The motion was made by Volpe and seconded by Andrulonis to nominate Member Nancy Moore as Chairwoman of the Planning Commission.

VOTE

AYES: Commission Members: Becker, Volpe, Andrulonis and Chairwoman Moore

ABSTAIN: None

NAYS: None

MOTION PASSED: 4 – 0

Appoint Vice Chairperson

The motion was made by Becker and seconded by Andrulonis to nominate Member David Volpe as Vice -Chairman of the Planning Commission.

VOTE

AYES: Commission Members: Becker, Volpe, Andrulonis and Chairwoman Moore

ABSTAIN: None

NAYS: None

MOTION PASSED: 4 – 0

Approval of Minutes – July 7, 2021

The motion was made by Bernardo and seconded by Volpe that the Planning Commission accept the minutes of July 7, 2021 as presented by the Administrative Secretary.

VOTE

AYES: Commission Members: Becker, Volpe and Chairwoman Moore

ABSTAIN: Member Andrulonis

NAYS: None

MOTION PASSED: 3 – 0

Approval of Minutes – November 3, 2021

The motion was made by Volpe and seconded by Andrulonis that the Planning Commission accept the minutes of November 3, 2021 as presented by the Administrative Secretary.

VOTE

AYES: Commission Members: Andrulonis, Volpe and Chairwoman Moore

ABSTAIN: Member Becker

NAYS: None

MOTION PASSED: 3 – 0

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Visitor's Comments: None

Old Business: None

New Business:

Valerie Kucenski - 107 N. 3rd ST - Conditional Use
Daycare in home up to six (6) children.

Code Enforcement/Zoning Officer Lawhead stated that Ms. Kucenski would like to be licensed by the state for a family daycare for up to six children. In order for the daycare to be licensed under the state Ms. Kucenski, who is not the owner of the property but rents from Thomas Kellgren) had to get the use of the property changed from Single Family Home to Home Occupation. Mr. Kellgren has agreed to the change. No changes to the home must be made in order to accommodate a daycare.

According to City Engineer/Public Works Director Nasuti the property meets all the requirements and regulations. It is his recommendation that Planning Commission forward the request to Council for their approval.

The motion was made by Volpe and seconded by Andrulonis that the Planning Commission accept the recommendation of City Engineer/Public Work Director Nasuti and recommend to Council that they approve the request for Conditional Use.

VOTE

AYES: Commission Members: Becker, Volpe, Andrulonis and Chairwoman Moore
ABSTAIN: None
NAYS: None
MOTION PASSED: 4 – 0

Chairwoman Moore asked Code Enforcement/Zoning Officer Lawhead where we stand on the Blighted/Abandon Property Registration. She is concerned due to increase amount of fires in the area. She stated that as the resolution passed in November she was just wondering where we stand. Lawhead stated that it's a work in progress; unfortunately, December and January are very business months for him but we're moving forward.

Adjournment

The motion was made by Becker and seconded by Volpe that Planning Commission adjourn.

VOTE

AYES: Commission Members: Becker, Volpe, Andrulonis and Chairwoman Moore
ABSTAIN: None
NAYS: None
MOTION PASSED: 4 – 0